

AGENDA

**Rensselaer City School District
Organizational Meeting of the Board of Education
Thursday, July 1, 2021 6:30 P.M.
LGI - Room 125**

I. CALL TO ORDER

II. ROLL CALL

III. SWEARING IN OF MEMBERS

IV. ELECTION OF OFFICERS

- A. A motion is needed to nominate the President of the Board of Education of the Rensselaer City School District for the 2021-2022 school year.
- B. A motion is needed to nominate the Vice President of the Board of Education of the Rensselaer City School District for the 2021-2022 school year.
- C. A motion is needed to designate a chairperson of the Board of Education of the Rensselaer City School District for the 2021-2022 school year to serve in absence of both the President and the Vice President.
- D. A motion is needed to designate three members to the Audit Committee for the 2021-2022 school year.

V. SWEARING IN OF OFFICERS

VI. APPOINTMENT OF OFFICERS

- A. A motion is needed to reappoint Shailyn Payton as the District Clerk to the Board of Education of the Rensselaer City School District for the 2021-2022 school year.
- B. A motion is needed to reappoint Meghan Heimroth, CPA as the District Treasurer to the Board of Education of the Rensselaer City School District for the 2021-2022 school year.

VII. SWEARING IN OF OFFICERS

VIII. OTHER APPOINTMENTS

- A. A motion is needed to appoint the firm of Cusack & Company, CPA, LLC, as Auditors for the Rensselaer City School District for the school fiscal year ending June 30, 2022.
- B. A motion is needed to appoint Michael Wolff Advisory Services as Claims Auditor for the Rensselaer City School District for the 2021-2022 school year; and further authorize the School Board President to execute Agreement.
- C. A motion is needed to accept the proposal of Riverview Pediatrics for providing school physical services to the elementary students, secondary students of our District and at The Doane Stuart School for the 2021-2022 school year at an annual cost of \$10,400.
- D. A motion is needed to appoint Barclay Damon, LLP as Bond Counsel for the Rensselaer

City School District for the 2021-2022 school year.

- E. A motion is needed to appoint Honeywell Law Firm PLLC, as School Counsel for the Rensselaer City School District for the 2021-2022 school year; and further authorize the Superintendent to negotiate fee agreement.
- F. A motion is needed to appoint Fiscal Advisors & Marketing, Inc. as Financial Advisors to the Rensselaer City School District for the 2021-2022 school year.
- G. A motion is needed to appoint Hyman Hemispheric, LLC as Financial Advisor to the Rensselaer City School District for the 2021-2022 school year.
- H. A motion is needed to appoint the Superintendent of Schools as the District's Civil Rights Compliance Officer for the 2021-2022 school year.
- I. A motion is needed to appoint the Superintendent of Schools as the District's Chief Emergency Officer for the 2021-2022 school year.
- J. A motion is needed to appoint members of the 2021-2022 Committees on Special Education and the 2021-2022 Subcommittees on Special Education.
- K. A motion is needed to appoint members of the 2021-2022 504 Committee on Education.
- L. Appoint Elizabeth Whitney and Kim Manikas as a Substitute Chairperson for the 2021-2022 Committees on Special Education and 504 Committee on Education.
- M. A motion is needed to appoint the parent members for the 2021-2022 Committees on Special Education.
- N. A motion is needed to approve the Impartial Hearing Officer's List for the 2021-2022 School Year.
- O. A motion is needed to appoint the School Business Official as the District Records Access Officer for the 2021-2022 School Year.
- P. A motion is needed to approve the Rensselaer City School District District Wide Safety Plan for the 2021-2022 School Year
- Q. A motion is needed to approve the Rensselaer City School District District Student Handbook for the 2021-2022 School Year
- R. A motion is needed to appoint David Howell as the Data Protection Officer for the 2021-2022 School Year.

IX. DESIGNATIONS

- A. A motion is needed to designate TD Bank and Metropolitan Bank as official bank depository for the Rensselaer City School District for the 2021-2022 school year.
- B. A motion is needed to designate that the Regular Meetings of the Board of Education of the Rensselaer City School District be held on the following dates at 6:30 p.m. for the 2021-2022 school year:

Thursday, July 1, 2021 LGI

Wednesday, August 25, 2021 LGI

Wednesday, September 15, 2021 LGI

Wednesday, October 20, 2021 LGI

Wednesday, November 17, 2021 LGI

Wednesday, December 15, 2021 LGI

Wednesday, January 19, 2022 LGI

Wednesday, February 16, 2022 LGI

Wednesday, March 16, 2022 LGI

Tuesday, April 26, 2022 LGI

Wednesday, May 18, 2022 LGI

Wednesday, June 15, 2022 LGI

- C. A motion is needed to designate The Record as the official newspaper of the Rensselaer City School District for the 2021-2022 school year.
- D. A motion is needed to designate the Retention and Disposition Schedule for New York Local Government Records, LGS-1, for use by the Rensselaer City School District in legally retaining and disposing of District records and to be designated as the subject matter list required pursuant to FOIL.

X. AUTHORIZATIONS

- A. A motion is needed to authorize the School Business Official to act as School Purchasing Agent for the Rensselaer City School District for the 2021-2022 school year.
- B. A motion is needed to authorize the Property Manager to act as Substitute School Purchasing Agent for the Rensselaer City School District for the 2021-2022 school year.
- C. A motion is needed to authorize the School Business Official to establish petty cash funds not to exceed \$50 for each of the District Maintenance Department, the District Cafeteria Fund and the Bus Garage, and further authorize the School Business Official at the Administrative Office, the Property Manager, the Cafeteria Manager and the Transportation Supervisor be designated as the official disbursing agent for these funds using a cash voucher system of accounting.
- D. A motion is needed to authorize and direct the Superintendent to submit applications for Federal Fund Projects for the Rensselaer City School District for the 2021-2022 school year.
- E. A motion is needed to authorize the internal claim auditor to certify the payrolls and review the bank reconciliations for the Rensselaer City School District for the 2021-2022 school year.
- F. A motion is needed to authorize the Superintendent and School Business Official to sign school district checks.
- G. A motion is needed to authorize the 2021 Tax rate for the collection of taxes for school purposes in the nine wards of the City of Rensselaer in the total amount of \$8,355,463.03.
- H. A motion is needed to authorize the School Business Official to establish an additional petty cash fund not to exceed \$100 for the District Cafeteria Lunch Change Drawer.

XI. OTHER

- A. A motion is needed to establish the allowable IRS rate as the official mileage reimbursement rate for the Rensselaer City School District for the 2021-2022 school year based on the submission of travel vouchers.
- B. A motion is needed to re-authorize the policies in effect at the end of 2020-2021 school

year.

- C. A motion is needed to establish the rate for Bus Drivers, Bus Mileage, and Maintenance Charges for the Rensselaer City School District for the 2021-2022 school year based on the services provided by the District to a third party.
- D. A motion is needed to approve the Substitute Rates for the 2021-2022 School Year.
- E. A motion is needed to approve the Substitute list for the 2021-2022 School Year.

XII. ROUTINE MATTERS

- A. Approval of the minutes from the Regular Meeting of the Board of Education dated June 19, 2021.
- B. Invitation to visitors to address the Board of Education.
- C. Communications.
- D. Board of Education Items.
- E. Consideration of additional items for the Agenda.
- F. Assignment of Action Items.

XIII. REPORTS

Meghan Heimroth
Joseph Kardash

XIV. OLD BUSINESS

XV. NEW BUSINESS

- A. A motion is needed to approve the drawdown of \$4,418.46 from the Alumni Association to cover athletic expenditures from June 12, 2021 through June 30, 2021.
- B. A motion is needed to approve the second reading and hereby adopt RCSD Policy # 6700 Purchasing Policy.
- C. A motion is needed to approve the second reading and hereby adopt RCSD Policy # 6700-R Purchasing Regulations Policy.
- D. A motion is needed to approve the Corrective Action Plan in response to the 2019-2020 External Audit, which has been updated in response to Management Decision letter from NYSED as per the recommendation of the School Business Official.
- E. A motion is needed to adopt the following resolution authorizing participation Rensselaer City School District to register for the U.S. Communities Cooperative Purchasing Program:

WHEREAS, the Rensselaer City School District pursuant to the authority granted in Section 103 of NYS General Municipal Law desires to participate in the U.S. Communities Cooperative Purchasing Alliance. Said Alliance is sponsored by the Association of School Business Officials International; the National Association of Counties; the National Institute of Governmental Purchasing; the National League of Cities; the United States

Conference of Mayors and New York Association of School Business Officials;

WHEREAS, the Rensselaer City School District desires to participate for the purpose of fulfilling and executing its respective public governmental purposes, goals, objectives, programs and functions;

WHEREAS, the Rensselaer City School District has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this Rensselaer City School District through the anticipated savings to be realized;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Board of the Rensselaer City School District is authorized to participate in the U.S. Communities Cooperative Purchasing Alliance and that the Purchasing Agent or designee is authorized to register for the U.S. Communities program on behalf of Rensselaer City School District;

- F. A motion is needed to adopt the updated 2021-2022 school calendar.
- G. A motion is needed to approve the Agreement dated July 1, 2021 by and between the Rensselaer City School District and the Rensselaer Teachers Association [ratified by the RTA on July 1, 2021].
- H. A motion is needed to approve the proposed 2021-2022 Cafeteria Fund Budget.
- I. A motion is need to approve the Memorandum of Agreement by and between the Rensselaer City School District and CSEA, Local 1000 AFSCME, AFL-CIO and Richard Myers effective July 1, 2021.
- J. A motion is need to approve the Memorandum of Agreement by and between the Rensselaer City School District and the Rensselaer Teachers' Association and Mary Mahar for the 2021-2022 school year.
- K. A motion is needed to approve the contract with Kimberly Banker Jefferson MA, CCC-SLP to provide speech-language pathology services to Rensselaer City School District Student(s) for the 2021-2022 school year.
- L. A motion is needed to adopt the following resolution authorizing the short term lease of school buses:

WHEREAS, the voters of the District at a duly authorized meeting approve the short-term lease of two (2) new IC CE, seventy-two (72) passenger school buses and one (1) new IC CE, seventy-two (72) passenger school bus with luggage pursuant to Chapter 472 of the Session Laws of 1998, at a maximum estimated annual cost of fifty-five thousand dollars (\$55,000.00), and for a term not to exceed five (5) years, and

NOW, THEREFORE, BE IT RESOLVED, that the approved short-term lease for said motor vehicles be and is hereby awarded to the qualified contractor as follows:
Leonard Bus Sales, Inc. for a period of five (5) years from the date of said

LEONARD BUS SALES, INC., for a period of five (5) years from the date of said agreement at a cost of forty-four thousand six hundred twenty-three dollars (\$50,558.00).

XVI. SUPERINTENDENT'S RECOMMENDATIONS

A. Personnel

1 Resignations

- a. Accept the resignation of Stephanie Capone, Social Media Mental Health Specialist and Prevention Educator, effective June 30, 2021.

2 Leaves

- a.

3 Assignments

- a. Appoint and employ Jane Platania as a part-time (.5 FTE) Elementary Teacher utilizing the Side Letter of Understanding between the Rensselaer City School District and the Rensselaer Teachers' Association for the purpose of Ms. Platania continuing in a part-time position; and further authorize the Superintendent to sign same. Mrs. Platania will be paid at the rate of .5 FTE pro-rated according to her FTE status from the former salary schedule included in the current contract between the RTA and the RCSD Board of Education.
- b. Appoint and employ Alison Wimmer as a part-time (.5FTE) Physical Education Teacher. Ms. Wimmer will be paid at a rate of .5FTE prorated from Bachelors step 1 of the current salary schedule in the contract between the RTA and the RCSD Board of Education. Ms. Wimmer holds a Bachelor's Degree and NYS Initial Certification in Physical Education.
- c. Appoint Catherine 'Maggie' Barber to a probationary appointment in the School Psychologist tenure area effective September 1, 2021, for a four-year term tentatively scheduled to conclude on August 31, 2025. Ms. Barber will be paid at a salary of Masters + 30 – Step 6 of the negotiated agreement between the RTA and the RCSD Board of Education. Ms. Barber holds a Master's Degree and NYS Provisional Certification in School Psychology.
- d. Appoint Connor Gray to a probationary appointment as an Elementary teacher in the Elementary tenure area effective September 1, 2021, for a four-year term tentatively scheduled to conclude on August 31, 2024, contingent upon his successful completion of the probationary term and having received composite or overall APPR ratings of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than "Ineffective" at the conclusion of the 2023-2024 school year. Mr. Gray will be paid at a salary of Masters – Step 2 of the negotiated agreement between the RTA and the RCSD Board of Education. Mr. Gray's appointment utilizes the Jarema credit for time served as a long term substitute in the same tenure area.
- e. Appoint and employ Hannah Gillis for one year, effective September 1, 2021 and terminating no later than June 30, 2022 to fill the position held by Krista

Jevons who has been granted a leave of absence. Ms. Gillis will be paid at the salary rate of Masters - Step 6 in accordance with the negotiated agreement between the RTA and the RCSD Board of Education.

- f. Appoint the following Teachers to Summer School Positions at the agreed upon rate of the negotiated agreement between the RTA and the RCSD Board of Education:

Meghan Charron
Robert Hillerman
Kristin Murray
Andrew Higgs
John Curran
Jessica Mouawad
Charles Seagle

- g. Appoint the following School Nurse to a Summer School Position at the agreed upon rate of the negotiated agreement between CSEA and the RCSD Board of Education:

Tammy Slingerland

- h. Appoint Jeff Palmer as an Elementary Summer School Principal at the agreed upon rate of the negotiated agreement between the RSPA and the RCSD Board of Education for a maximum of 40 hours.

- i. Appoint Dom Pitaniello as Secondary Summer School Principal at the agreed upon rate of the negotiated agreement between the RSPA and the RCSD Board of Education for a maximum of 40 hours.

- j. Appoint Amy Prabhakaran as an Elementary Summer School Principal at the agreed upon rate of the negotiated agreement between the RSPA and the RCSD Board of Education for a maximum of 20 hours.

- k. Appoint Amy Prabhakaran as a Secondary Summer School Principal at the agreed upon rate of the negotiated agreement between the RSPA and the RCSD Board of Education for a maximum of 20 hours.

- l. Appoint the following Bus Drivers to Summer School Positions at the agreed upon rate of the negotiated agreement between the CSEA and the RCSD Board of Education:

Edward O'Meara
Joe Gagni
Dennis McClurg
Jerry Bond
Marian Goca
Danielle Vadney
Ed Whited
Steve Lamere

- m. Appoint the following Teacher Aides to Summer School Positions at the agreed upon rate of the negotiated agreement between the CSEA and the RCSD Board of Education:

RCSD Board of Education:

Thomas Moore
Mary Kenna
Lori Villagas
Phil Elaqua
Cathy Cabrera
Jennifer Abair

- n. Appoint and employ Robert Hoffman as a part-time (.3FTE) Social Studies Teacher. Mr. Hoffman will be paid at a rate of .3FTE prorated from Step 16 BA of the current salary schedule in the contract between the RTA and the RCSD Board of Education. Mr. Hoffman holds a Master's Degree and NYS Certification in Social Studies.

4 Other

- a. Approve a 4.75% increase for Managerial/confidential Employees not covered by a bargaining unit or union effective July 1, 2021.
- b. Appoint Theresa Stasack for an annual stipend of \$8,000.00, for services provided as Operations & Maintenance Supervisor.
- c. Appoint David Howell for an annual stipend of \$2,500.00, for services provided as Safety & Security Systems Manager.
- d. Appoint Shailyn Payton as the tax collector for the 2021-2022 school year with a stipend of \$1,800.00.
- e. Appoint the following as Substitute Teachers to Summer School Positions at the agreed upon rate of the negotiated agreement between the RTA and the RCSD Board of Education:

Deb Sklar
Regina Zobel
Dan Savaria
Samantha Shanahan

- f. Appoint the following Substitute Teachers Aide(s) to Summer School Positions at the agreed upon rate of the negotiated agreement between CSEA and the RCSD Board of Education:

Mary Kenna

- g. Appoint the following as Substitute Teachers at the Board of Education approved rate as per their education level, pending confirmation of fingerprints effective July 1, 2021:

Bob Stranahan
Mike Toney
Evan Morier
Kathy Dominy-White

B. Use of Facilities

- a.

C. Committee on Special Education

- a. A motion is needed to approve the Committee on Special Education Meeting Minutes dated June 9, 2021 through July 1, 2021.
- b. A motion is needed to approve the Committee on Special Education Meeting recommendations for Compensatory service plans.

D. Other

1. Reaffirm commission proceeds from the District-wide general purpose vending machines to be issued to the Rensselaer Athletic Association.
2. Approve the application for a cooperatively sponsored Wrestling team with Loudonville Christian School.
3. Reaffirm the following cooperatively sponsored sports teams with Doane Stuart:
 - Tennis
 - Boys Cross Country
 - Girls Cross Country
 - Volleyball
 - Soccer
 - Boys Track and Field
 - Girls Track and Field
4. Reaffirm the following cooperatively sponsored sports teams with Loudonville Christian School:
 - Football
5. Declare as surplus and allow for disposal, all items listed on the H304 spreadsheet dated July 1, 2021.

XVII. ANNOUNCEMENTS

XVIII. EXECUTIVE SESSION

XIX. ADJOURNMENT